

## **ADVERTISEMENT FOR BIDS**

**OWNER:** Grosse Ile Township Schools  
23276 East River Road  
Grosse Ile, MI 48138  
Phone: (734) 362-2585

**PROPOSALS:** Sealed proposals are invited for (1) a copy center located on-site at the school district and staffed by an employee(s) of the vendor and (2) the digitizing of files on-site at the school district or off-site. We will accept bids from vendors for a combination of both services (1) and (2) listed above, an alternate of only (1), and/or an alternate of only (2).

**SPECIFICATIONS:** The details on the services expected for the copy center and digitizing of files can be obtained at the office of Business Manager, Anthony Krukowski, Grosse Ile Township Schools, 23276 East River Road, Grosse Ile, MI 48138 – (734) 362-2585.

**PRE-BID MEETING:** All interested vendors are required to attend a pre-bid meeting to be held on Wednesday, August 23, 2006 at the Administration Building, 23276 East River Road, Grosse Ile, MI. Vendors interested in service #(1) involving the copy center will be required to attend a meeting and tour the current copy center from 10:00 to 11:00 a.m. Vendors interested in service #(2) involving the digitizing of files will be required to attend a meeting and tour the school district from 11:00 a.m. to 12:00 noon. Vendors interested in providing both services (1) and (2) must attend both meetings.

**DUE DATE:** Proposals will be received until September 1, 2006, at 2:00 p.m. at the Office of Anthony Krukowski, Business Manager, at the Administration Building, Grosse Ile Township Schools, 23276 East River Road, Grosse Ile, MI 48138. Bids will be publicly opened and read aloud at the bid opening.

**RIGHT RESERVED BY THE OWNER:** The Owner reserves the right to waive any irregularities, reject any or all bids, or accept the bid that, in the opinion of the Owner, will serve the best interests of the Owner.